



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Tanya Prescott, Treasurer  
Committee for Leadership and Progress  
P.O. Box 31107  
Bethesda, MD 20824

JUL 09 2002

Identification Number: C00366666

Reference: March Monthly Report (2/1/02-2/28/02)

Dear Ms. Prescott:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Schedule H2 of your report indicates that your committee participated in "IAO2PH (01/31/2002)" fundraising activities or events during the reporting period. However, there are no corresponding disbursements reflected on your Schedule H4. Note that you need not include activities on Schedule H2 if there are no corresponding payments made for the activity during the reporting period. If any disbursements were incorrectly reported, you should file an amended Schedule H4 with the correct unique identifying code or title, or provide clarifying information regarding the activities on Schedule H2.

-Your report discloses limited payments for administrative expenses. Administrative expenses are payments made for the purpose of operating a political committee including, but not limited to, rent, utilities, salaries, telephone service, office equipment and supplies. Each separate segregated fund and non-connected committee, utilizing separate federal and non-federal accounts is required to allocate any administrative expenses between the accounts in proportion to the FUNDS EXPENDED METHOD derived from FEC Schedule H1. A Schedule H1 must be filed with the first FEC FORM 3X filed at the beginning of each two-year election cycle. 11 CFR §106.6(c)